APPLICATION FOR EXEMPTION FROM AUDIT LONG FORM 4-Way Ranch Metropolitan District No. 2 NAME OF GOVERNMENT For the Year Ended **ADDRESS** c/o Seter & Vander Wall PC 12/31/2021 7400 East Orchard Road, Suite 3300 or fiscal year ended: Greenwood Village, CO 80111 **CONTACT PERSON** Barbara Vander Wall PHONE 303-770-2700 **EMAIL** bvanderwall@svwpc.com FAX **CERTIFICATION OF PREPARER** I certify that I am an independent accountant with knowledge of governmental accounting and that the information in the Application is complete and accurate to the best of my knowledge. I am aware that the Audit Law requires that a person independent of the entity complete the application if revenues or expenditure are at least \$100,000 but not more than \$750,000, and that independent means someone who is separate from the entity. NAME: Diane Wheeler District Accountant TITLE FIRM NAME (if applicable) Simmons & Wheeler, P.C. 304 Inverness Way South, Suite 490 Englewood, CO 80112 **ADDRESS** 303-689-0833 PHONE DATE PREPARED 1/7/2022 RELATIONSHIP TO ENTITY CPA engaged to prepare financial statements for the District PREPARER (SIGNATURE REQUIRED) Diane Wheeler

YES

NO

✓

If Yes, date filed:

Has the entity filed for, or has the district filed, a Title 32, Article 1 Special District Notice of Inactive Status

during the year? [Applicable to Title 32 special districts only, pursuant to Sections 32-1-103 (9.3) and 32-1-

104 (3), C.R.S.]

PART 1 - FINANCIAL STATEMENTS - BALANCE SHEET

* Indicate Name of Fund

NOTE: Attach additional sheets as necessary.

Proprietary/Fiduciary Funds Governmental Funds Please use this space to Line # Description General Fund **Debt Service Fund** Description Warter Fund Fund* provide explanation of any items on this page Assets Assets 1-1 Cash & Cash Equivalents \$ 21.729 \$ Cash & Cash Equivalents Investments Investments 1-2 \$ 22,721 | \$ \$ - | \$ 669,042 \$ 5,850 \$ 1-3 Receivables \$ Receivables \$ **Due from Other Entities or Funds** \$ 51 Due from Other Entities or Funds \$ 1-4 - | \$ - | \$ 1-5 Property Tax Receivable \$ Other Current Assets [specify...] \$ All Other Assets [specify...] 8,078 | \$ Deposits \$ Total Current Assets \$ Prepaid expenses 5.581 \$ 13.928 \$ 1-7 \$ \$ Capital Assets, net (from Part 6-4) 311,611 \$ 1-8 \$ - | \$ Other Long Term Assets [specify...] \$ - | \$ 1-9 \$ - \$ \$ - \$ 1-10 \$ \$ \$ - \$ TOTAL ASSETS \$ 51 1-11 (add lines 1-1 through 1-10) 719,073 \$ (add lines 1-1 through 1-10) TOTAL ASSETS \$ 325,539 \$ **Deferred Outflows of Resources Deferred Outflows of Resources** \$ 1-12 [specify...] - | \$ [specify...] - \$ \$ - \$ 1-13 [specify...] \$ [specify...] (add lines 1-12 through 1-13) TOTAL DEFERRED OUTFLOWS \$ (add lines 1-12 through 1-13) TOTAL DEFERRED OUTFLOWS \$ 1-14 - | \$ - | \$ TOTAL ASSETS AND DEFERRED OUTFLOWS \$ 719,073 \$ 51 TOTAL ASSETS AND DEFERRED OUTFLOWS \$ 1-15 325,539 | \$ Liabilities Liabilities 1-16 **Accounts Payable** \$ 286.409 \$ **Accounts Payable** 25.659 \$ Accrued Payroll and Related Liabilities \$ **Accrued Payroll and Related Liabilities** 1-17 \$ 1-18 **Unearned Property Tax Revenue** \$ \$ **Accrued Interest Payable** \$ - \$ Due to Other Entities or Funds \$ \$ Due to Other Entities or Funds - \$ 1-19 All Other Current Liabilities \$ 1-20 432.664 \$ All Other Current Liabilities 57.540 \$ (add lines 1-16 through 1-20) TOTAL CURRENT LIABILITIES \$ 719,073 \$ (add lines 1-16 through 1-20) TOTAL CURRENT LIABILITIES \$ 83,199 \$ 1-21 All Other Liabilities [specify...] **Proprietary Debt Outstanding** 1-22 \$ \$ (from Part 4-4) \$ - \$ Other Liabilities [specify...]: 1-23 \$ \$ \$ - \$ 1-24 \$ \$ Developer loan \$ 238,693 \$ \$ 1-25 - | \$ - | \$ \$ \$ - \$ 1-26 1 \$ TOTAL LIABILITIES \$ **TOTAL LIABILITIES \$** (add lines 1-21 through 1-26) 719,073 \$ (add lines 1-21 through 1-26) 321,892 \$ 1-27 **Deferred Inflows of Resources Deferred Inflows of Resources Deferred Property Taxes** \$ Pension Related 1-28 - | \$ - | \$ \$ Other [specify...] 1-29 Other [specify...] - | \$ \$ - | \$ (add lines 1-28 through 1-29) TOTAL DEFERRED INFLOWS \$ (add lines 1-28 through 1-29) TOTAL DEFERRED INFLOWS \$ - \$ - \$ 1-30 **Fund Balance** Net Position 1-31 Nonspendable Prepaid \$ **Net Investment in Capital Assets** \$ - \$ - | \$ 1-32 Nonspendable Inventory \$ - \$ \$ 51 **Emergency Reserves** - \$ Restricted [specify...] - | \$ 1-33 1-34 Committed [specify...] \$ - | \$ Other Designations/Reserves - | \$ Assigned [specify...] \$ Restricted - \$ 1-35 - | \$ Unassigned: Undesignated/Unreserved/Unrestricted 3,647 \$ 1-36 - | \$ 1-37 Add lines 1-31 through 1-36 Add lines 1-31 through 1-36 This total should be the same as line 3-33 This total should be the same as line 3-33 TOTAL FUND BALANCE \$ TOTAL NET POSITION S \$ 51 3,647 \$ 1-38 Add lines 1-27, 1-30 and 1-37 Add lines 1-27, 1-30 and 1-37 This total should be the same as line 1-15 This total should be the same as line 1-15 TOTAL LIABILITIES, DEFERRED INFLOWS, AND FUND TOTAL LIABILITIES, DEFERRED INFLOWS, AND NET BALANCE POSITION 719,073 \$ 51 325,539 | \$

PART 2 - FINANCIAL STATEMENTS - OPERATING STATEMENT - REVENUES

		Governme	ental Funds		Proprietary/Fiduciary Funds		Diameter (b)
Line #	Description	General Fund	Debt Service Fund	Description	Warter Fund	Fund*	Please use this space to provide explanation of any
7	ax Revenue			Tax Revenue			items on this page
2-1	Property [include mills levied in Question 10-6]	\$ -	\$ -	Property [include mills levied in Question 10-6]	\$ -	\$ -	, ,
2-2	Specific Ownership	\$ -	\$ -	Specific Ownership	\$ -	\$ -	
2-3	Sales and Use Tax	\$ -	\$ -	Sales and Use Tax	\$ -	\$ -	
2-4	Other Tax Revenue [specify]:	\$ -	\$ -	Other Tax Revenue [specify]:	\$ -	\$ -	
2-5		\$ -	\$ -		\$ -	\$ -	
2-6		\$ -	\$ -		\$ -	\$ -	
2-7		\$ -	\$ -		\$ -	\$ -	
2-8	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ -	\$ -	Add lines 2-1 through 2-7 TOTAL TAX REVENUE	\$ -	\$ -	
2-9	Licenses and Permits	\$ -	\$ -	Licenses and Permits	\$ -	\$ -	
2-10	Highway Users Tax Funds (HUTF)	\$ -	\$ -	Highway Users Tax Funds (HUTF)	\$ -	\$ -	
2-11	Conservation Trust Funds (Lottery)	\$ -	\$ -	Conservation Trust Funds (Lottery)	\$ -	\$ -	
2-12	Community Development Block Grant	\$ -	\$ -	Community Development Block Grant	\$ -	\$ -	
2-13	Fire & Police Pension	\$ -	\$ -	Fire & Police Pension	\$ -	\$ -	
2-14	Grants	\$ -	\$ -	Grants	\$ -	\$ -	
2-15	Donations	\$ -	\$ -	Donations	\$ -	\$ -	
2-16	Charges for Sales and Services	\$ -	\$ -	Charges for Sales and Services	\$ 31,041	\$ -	
2-17	Rental Income	\$ -	\$ -	Rental Income	\$ -	\$ -	
2-18	Fines and Forfeits	\$ -	\$ -	Fines and Forfeits	\$ -	\$ -	
2-19	Interest/Investment Income	\$ 11	\$ -	Interest/Investment Income	\$ -	\$ -	
2-20	Tap Fees	\$ -	\$ -	Tap Fees	\$ 19,200	\$ -	
2-21	Proceeds from Sale of Capital Assets	\$ -	\$ -	Proceeds from Sale of Capital Assets	\$ -	\$ -	
2-22	All Other [specify]:	\$ -	\$ -	All Other [specify]:	\$ -	\$ -	
2-23		\$ -	\$ -		\$ -	\$ -	
2-24	Add lines 2-8 through 2-23 TOTAL REVENUES		\$ -	Add lines 2-8 through 2-23 TOTAL REVENUES		-	
	Other Financing Sources			Other Financing Sources			
2-25	Debt Proceeds	\$ -	\$ -	Debt Proceeds	\$ -	\$ -	
2-26	Developer Advances	\$ 160,704	\$ -	Developer Advances	\$ -	\$ -	
2-27	Other Change in Dev Adv Rec	\$ (75,037)	\$ -	Other [specify]:	\$ -	\$ -	
2-28	Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES	\$ 85,667	\$ -	Add lines 2-25 through 2-27 TOTAL OTHER FINANCING SOURCES	\$ -	\$ -	GRAND TOTALS
2-29	Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES D TOTAL REVENUES AND OTHER FINANCING SOURCES for			Add lines 2-24 and 2-28 TOTAL REVENUES AND OTHER FINANCING SOURCES	1,		\$ 135,919

IF GRAND TOTAL REVENUES AND OTHER FINANCING SOURCES for all funds (Line 2-29) are GREATER than \$750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.

	PART 3 - FINANC	IAL STATEM	MENTS - OP	ERATING STATEMENT - EXPENDITU	RES/EXPE	NSES	
		Governme	ental Funds		Proprietary/Fi	iduciary Funds	Please use this space to
Line #	Description	General Fund	Debt Service Fund	Description	Warter Fund	Fund*	provide explanation of any
	Expenditures			Expenses			items on this page
3-1	General Government	\$ 85,678			\$ 34,033	1	-
3-2	Judicial	\$ -	\$ -	Salaries	\$ -	\$	-
3-3	Law Enforcement	\$ -	\$ -	Payroll Taxes	\$ -	\$	-
3-4	Fire	\$ -	\$ -	Contract Services	\$ -	\$	-
3-5	Highways & Streets	\$ -	\$ -	Employee Benefits	\$ -	\$	-
3-6	Solid Waste	\$ -	\$ -	Insurance	\$ -	\$	-
3-7	Contributions to Fire & Police Pension Assoc.	\$ -	\$ -	Accounting and Legal Fees	\$ -	\$	-
3-8	Health	\$ -	\$ -	Repair and Maintenance	\$ -	\$	-
3-9	Culture and Recreation	\$ -	\$ -	Supplies	\$ -	\$	-
3-10	Transfers to other districts	\$ -	\$ -	Utilities	\$ 23,151	\$	7
3-11	Other [specify]:	\$ -	\$ -	Contributions to Fire & Police Pension Assoc.	\$ -	\$	7
3-12	• •	\$ -	-		\$ -	\$	_
3-13		\$ -	-		\$ -	\$	-
3-14	Capital Outlay	*	\$ -			-	-
	Debt Service	•	1 '	Debt Service		1.	_
3-15	Principal (should match amount in 4-4)	\$ -	\$ -	-	\$ -	\$	
3-16	Interest	\$ -	\$ -		\$ -	\$	_
3-17	Bond Issuance Costs	\$ -	\$ -		\$ -	\$	_
3-18	Developer Principal Repayments	\$ -			\$ -	\$	_
3-19	Developer Interest Repayments	\$ -	\$ -	Developer Interest Repayments	\$ -	\$	-
3-20	All Other [specify]:	\$ -	\$ -		\$ -	\$	\exists
3-21	All Other [specify].	\$ -	\$ -	All Other [specify].	\$ -	\$	- GRAND TOTAL
3-21	Add lines 3-1 through 3-21	¢ 95.679		Add lines 3-1 through 3-21	<u> </u>		- \$ 142,862
	TOTAL EXPENDITURES			TOTAL EXPENSES	<u> </u>	<u> </u>	- \$ 142,002
3-23	Interfund Transfers (In)	\$ -	1 .	Net Interfund Transfers (In) Out	\$ -	\$	-
3-24	Interfund Transfers Out	\$ -	\$ -	Other [specify][enter negative for expense]	\$ -	\$	-
3-25	Other Expenditures (Revenues):	\$ -	\$ -	Depreciation	\$ -	\$	-
3-26		\$ -			\$ -	\$	-
3-27		\$ -	\$ -	Capital Outlay (from line 3-14)	\$ -	\$	-
3-28		\$ -	\$ -	Debt Principal (from line 3-15, 3-18)	\$ -	\$	-
3-29	(Add lines 3-23 through 3-28) TOTAL			(Line 3-27, plus line 3-28, less line 3-26, less line 3-25, plus			
	TRANSFERS AND OTHER EXPENDITURES	\$ -	\$ -	line 3-24) TOTAL GAAP RECONCILING ITEMS	\$ -	\$	_
3-30	Excess (Deficiency) of Revenues and Other Financing	•			•	1	
	Sources Over (Under) Expenditures			Net Increase (Decrease) in Net Position			
	Line 2-29, less line 3-22, less line 3-29	\$ -	\$ -	Line 2-29, less line 3-22, plus line 3-29, less line 3-23	\$ (6,943)	\$	-
	, , , , , , , , , , , , , , , , , , , ,	•	-	1	(0,010)	•	
3-31	Fund Balance, January 1 from December 31 prior year report			Net Position, January 1 from December 31 prior year			
	, ,	\$ -	\$ 51	report	\$ 10,590	\$	-
3-32	Prior Period Adjustment (MUST explain)	\$ -	\$ -	1	\$ -	\$	_
	Fund Balance, December 31	Φ -	Φ -	Net Position, December 31	Φ -	Φ	-
	Sum of Lines 3-30, 3-31, and 3-32			Sum of Lines 3-30, 3-31, and 3-32			
	This total should be the same as line 1-37.	\$ -	\$ 51		\$ 3,647	\$	_
	inia total allouid be the same da lille 1-37.	Ψ -	- Ψ 51	וווס נסנמו פווטעוע אב נווב פמווול מפ ווווע וייטו.	Ψ 3,047	Ψ	

IF GRAND TOTAL EXPENDITURES for all funds (Line 3-22) are GREATER than \$750,000 - STOP. You may not use this form. An audit may be required. See Section 29-1-604, C.R.S., or contact the OSA Local Government Division at (303) 869-3000 for assistance.

	PART 4 - DEBT OUTSTANDING,	ISSUED, A	AND RETIRED	
	Please answer the following questions by marking the appropriate boxes.	YES	NO	Please use this space to provide any explanations or comments:
	Does the entity have outstanding debt? Is the debt repayment schedule attached? If no, MUST explain: Developer Advances subject to funds			
4-3	Is the entity current in its debt service payments? If no, MUST explain:	 		
	Developer Advances subject to funds			
4-4	Revenue bonds \$ - \$ -	- \$ -	S -	
	Notes/Loans	1.	\$ -	
	Developer Advances \$ 349,110 \$ 160,704			
	Other (specify): \$ - \$ -		\$ -	
	TOTAL \$ 349,110 \\$ 160,704 *must agree to prior year ending balance	- \$ -	\$ 509,814	
	Please answer the following questions by marking the appropriate boxes.	YES	NO	
4-5 If yes:	Does the entity have any authorized, but unissued, debt [Section 29-1-605(2) C.R.S.]? How much? Date the debt was authorized: \$75,000,000 11/1/2005	☑		
4-6	Does the entity intend to issue debt within the next calendar year?	✓		
4-7	How much? \$ 16,369,000 Does the entity have debt that has been refinanced that it is still responsible for?		V	
,	What is the amount outstanding? Does the entity have any lease agreements?		✓	
If yes:	What is being leased?			
	What is the original date of the lease? Number of years of lease?			
	Is the lease subject to annual appropriation?		✓	
	What are the annual lease payments?			
	PART 5 - CASH AND IN	NVESTME	NTS	
	Please provide the entity's cash deposit and investment balances. YEAR-END Total of ALL Checking and Savings accounts Certificates of deposit TOTAL CASH DEPOSITS	*** AMOUNT \$ 21,729 \$ -	* 21,729	Please use this space to provide any explanations or comments:
	Investments (if investment is a mutual fund, please list underlying investments):			
5-3	Colotrust	\$ 22,721 \$ -		
0-0		\$ - \$ -		
	TOTAL INVESTMENTS		\$ 22,721	
	TOTAL CASH AND INVESTMENTS		\$ 44,450	
	Please answer the following question by marking in the appropriate box YES	NO	N/A	
5-4	Are the entity's Investments legal in accordance with Section 24-75-601, et. seq., C.R.S.?			
5-5	Are the entity's deposits in an eligible (Public Deposit Protection Act) public depository (Section 11-10.5-101, et seq. C.R.S.)? If no, MUST explain:			

		PART 6	- CAPITAL	<u>ASSETS</u>		
	Please answer the following question by marking in the appropriate box			YES	NO	Please use this space to provide any explanations or comments:
6-1	Does the entity have capitalized assets?			V		
6-2	Has the entity performed an annual inventory of capital assets in accordance with	Section 29-1-506, C	R.S.? If no,	 ✓		
	MUST explain:			_		
						_
6-3		Balance -				
	Complete the following Capital Assets table for GOVERNMENTAL FUNDS:	beginning of the	Additions 2	Deletions	Year-End Balance	
		year 1	-			
	Land	\$ -				
	Buildings	•			\$ -	
	Machinery and equipment	\$ -		\$ -	· ·	_
	Furniture and fixtures		·	\$ -	· ·	_
	Infrastructure	\$ - \$ -		\$ - \$ -		_
	Construction In Progress (CIP) Other (explain):	\$ -	·	\$ -	· ·	_
	Accumulated Depreciation (Enter a negative, or credit, balance)			\$ -		-
	TOTAL	<u>'</u>	•	·	\$ -	-
	IOIAL	·	\$ -	φ -	φ -	
6-4	Complete the following Capital Assets table for PROPRIETARY FUNDS:	Balance -	Additions	Deletions	Year-End Balance	
0-4	Complete the following Capital Assets table for PROPRIETARY FOR DS.	beginning of the vear*	Additions	Deletions	rear-Ellu Balance	
	Land	\$ -	\$ -	\$ -	\$ -	4
	Buildings	\$ -		\$ -		
	Machinery and equipment	\$ -			\$ -	-
	Furniture and fixtures	\$ -	·		\$ -	1
	Infrastructure	\$ 311,610	\$ -	\$ -	\$ 311,610	1
	Construction In Progress (CIP)	\$ -		\$ -		
	Other (explain):	\$ -		\$ -		_
	Accumulated Depreciation (Enter a negative, or credit, balance)	\$ -		\$ -	•	_
	TOTAL			\$ -	\$ 311,610	
		* Must agree to prior year		orted at capital outla	ay on line 3-14 and capitalized in	
		accordance with the gove				
					·	
		PART 7 - PE	<u>INSION INF</u>	ORMATIC	ON	
				YES	NO	Please use this space to provide any explanations or comments:
7-1	Does the entity have an "old hire" firefighters' pension plan?				✓	
7-2	Does the entity have a volunteer firefighters' pension plan?				☑	
yes:	Who administers the plan?				✓	
	Indicate the contributions from:					
	Tax (property, SO, sales, etc.):		\$ -			
	State contribution amount:		\$ -			
			•			
	Other (gifts, donations, etc.):		\$ -			
		TOTAL	\$ -			
	What is the monthly benefit paid for 20 years of service per retiree as of Jan 1?		\$ -			

	PART 8 - Bl	JDGET INF	ORMATION	I	
	Please answer the following question by marking in the appropriate box	YES	NO	N/A	Please use this space to provide any explanations or comments:
8-1	Did the entity file a current year budget with the Department of Local Affairs, in accordance with Section 29-1-113 C.R.S.? If no. MUST explain:	V			
8-2	Did the entity pass an appropriations resolution in accordance with Section 29-1-108 C.R.S.? If no, MUST explain:	V			
If yes:	Please indicate the amount appropriated for each fund separately for the year reported				
	Governmental/Proprietary Fund Name Total Appropriat	tions Bv Fund	1		
	General Fund \$	98,430	1		
	\$	-			
	\$	-	-		
	PART 9 - TAX PAYE	R'S BILL C	F RIGHTS	(TABOR)	
	Please answer the following question by marking in the appropriate box		YES	NO	Please use this space to provide any explanations or comments:
9-1	Is the entity in compliance with all the provisions of TABOR [State Constitution, Article X, Section 20(5)	/-			
	Note: An election to exempt the government from the spending limitations of TABOR does not exempt the government from the 3 perce requirement. All governments should determine if they meet this requirement of TABOR.	ent emergency reserve			
	PART 10 - GE	ENERAL IN	IFORMATIC	N	
	Please answer the following question by marking in the appropriate box		YES	NO	Discourse this cases to appoint any supportions are appropriate.
10-1	Is this application for a newly formed governmental entity?			☑	Please use this space to provide any explanations or comments:
If yes:]	_	
	Date of formation:				
			J	v	
10-2	Has the entity changed its name in the past or current year?		ы	<u>v</u>	
If Yes:	NEW name]		
	PRIOR name		-		
10-3	Is the entity a metropolitan district?] J		
10-4	Please indicate what services the entity provides:		_	_	
	Streets, water, traffic control, sewer and park and recreation		1		
10-5	Does the entity have an agreement with another government to provide services?			V	
If yes:	List the name of the other governmental entity and the services provided:				
			1		
10-6	Does the entity have a certified mill levy?			 ✓	
If yes:	Please provide the number of <u>mills</u> levied for the year reported (do not enter \$ amounts):		_	_	
	Bond Redemption mills 0.00	-			
	General/Other mills 0.00 Total mills 0.00		-		
	Please use this space to provide any addi		ons or comments	not previously inc	linded.
	Theads also the space to provide any addr	aronar oxpranatio	one or comments	That providuory into	

OSA USE ONLY								
Entity Wide:		General Fund			Governmental Funds			Notes
Unrestricted Cash & Investments	\$	44,450 Unrestricted Fund Balance	\$	-	Total Tax Revenue	\$	-	
Current Liabilities	\$	802,272 Total Fund Balance	\$	-	Revenue Paying Debt Service	\$	-	
Deferred Inflow	\$	- PY Fund Balance	\$	-	Total Revenue	\$	85,678	
		Total Revenue	\$	85,678	Total Debt Service Principal	\$	-	
		Total Expenditures	\$	85,678	Total Debt Service Interest	\$	-	
Governmental		Interfund In	\$	-				
Total Cash & Investments	\$	44,450 Interfund Out	\$	-	Enterprise Funds			
Transfers In	\$	- Proprietary			Net Position	\$	3,647	
Transfers Out	\$	- Current Assets	\$	13,928	PY Net Position	\$	10,590	
Property Tax	\$	- Deferred Outflow	\$	-	Government-Wide			
Debt Service Principal	\$	- Current Liabilities	\$	83,199	Total Outstanding Debt	\$	509,814	
Total Expenditures	\$	85,678 Deferred Inflow	\$	-	Authorized but Unissued	\$	75,000,000	
Total Developer Advances	\$	- Cash & Investments	\$	-	Year Authorized		11/1/2005	
Total Developer Repayments	\$	- Principal Expense	\$	-				

	PART 12 - GOVERNING	G BODY APPRO	JVAL	
	Please answer the following question by marking in the appropriate box	YES	NO	
12-1	If you plan to submit this form electronically, have you read the new Electronic Signature Policy?	✓		

Office of the State Auditor — Local Government Division - Exemption Form Electronic Signatures Policy and Procedures

Policy - Requirements

The Office of the State Auditor Local Government Audit Division may accept an electronic submission of an application for exemption from audit that includes governing board signatures obtained through a program such as Docusign or Echosign. Required elements and safeguards are as follows:

- The preparer of the application is responsible for obtaining board signatures that comply with the requirement in Section 29-1-604 (3), C.R.S., that states the application shall be personally reviewed, approved, and signed by a majority of the members of the governing body.
- The application must be accompanied by the signature history document created by the electronic signature software. The signature history document must show when the document was created and when the document was emailed to the various parties, and include the dates the individual board members signed the document. The signature history must also show the individuals' email addresses and IP address.
- Office of the State Auditor staff will not coordinate obtaining signatures.

The application for exemption from audit form created by our office includes a section for governing body approval. Local governing boards note their approval and submit the application through one of the following three methods:

- 1) Submit the application in hard copy via the US Mail including original signatures.
- 2) Submit the application electronically via email and either,
- a. Include a copy of an adopted resolution that documents formal approval by the Board, or
- b. Include electronic signatures obtained through a software program such as Docusign or Echosign in accordance with the requirements noted above.

Below is the certification and approval of the governing body By signing, each individual member is certifying they are a duly elected or appointed officer of the local government. Governing members may be verified. Also by signing, each individual member is certifying they are a duly elected or appointed officer of the local government. Governing members may be verified. Also by signing, the individual member certifies that this Application for Exemption from Audit has been prepared consistent with Section 29-1-604, C.R.S., which states that a governmental agency with revenue and expenditures of \$750,000 or less must have an application prepared by an independent accountant with knowledge of governmental accounting; completed to the best of their knowledge and is accurate and true. Use additional pages if needed.

	Print the names of <u>ALL</u> members of the governing body below.	A MAJORITY of the members of the governing body must complete and sign in the column below.
1	Full Name Peter Martz	I, _Peter Martz, attest that I am a duly elected or appointed board member, and that I have personally reviewed and approve this application for exemption from audit. Signed
	Full Name	I. Linda Johnson-Conne , attest that I am a duly elected or appointed board member, and that I have personally
2	Linda Johnson-Conne	reviewed and approve this application for exemption from audit. Signed Date:
	Full Name	I,Robert Elliott, attest that I am a duly elected or appointed board member, and that I have personally
3	Robert Elliott	reviewed and approve this application for exemption from audit. Signed Report of March 1987 Date: March 1987 March 19
	Full Name	I, Deborah Elliott , attest that I am a duly elected or appointed board member, and that I have
4	Deborah Elliott	personally reviewed and approve this application for exemption from audit. Signed
	Full Name	I,, attest that I am a duly elected or appointed board member, and that I have personally reviewed and
5		approve this application for exemption from audit. Signed My term Expires:
	Full Name	I, , attest that I am a duly elected or appointed board member, and that I have
6		personally reviewed and approve this application for exemption from audit. Signed My term Expires:
	Full Name	I, , attest that I am a duly elected or appointed board member, and that I have
7		personally reviewed and approve this application for exemption from audit. Signed My term Expires:

4- Way Ranch 2021

Interim Agreement Report

2022-03-31

Created: 2022-03-31

By: Diane Wheeler (diane@simmonswheeler.com)

Status: Out for Signature

Transaction ID: CBJCHBCAABAAdN63tEDdQfY86BqrlNri74RiqprjS68C

Agreement History

Agreement history is the list of the events that have impacted the status of the agreement prior to the final signature. A final audit report will be generated when the agreement is complete.

"4- Way Ranch 2021" History

- Document created by Diane Wheeler (diane@simmonswheeler.com) 2022-03-31 4:48:02 PM GMT- IP address: 208.187.187.252
- Document emailed to Diane Wheeler (diane@simmonswheeler.com) for signature 2022-03-31 4:49:58 PM GMT
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